



Australian Government
Department of Health
Therapeutic Goods Administration

TGA Business Services (previously eBS)

Financial role



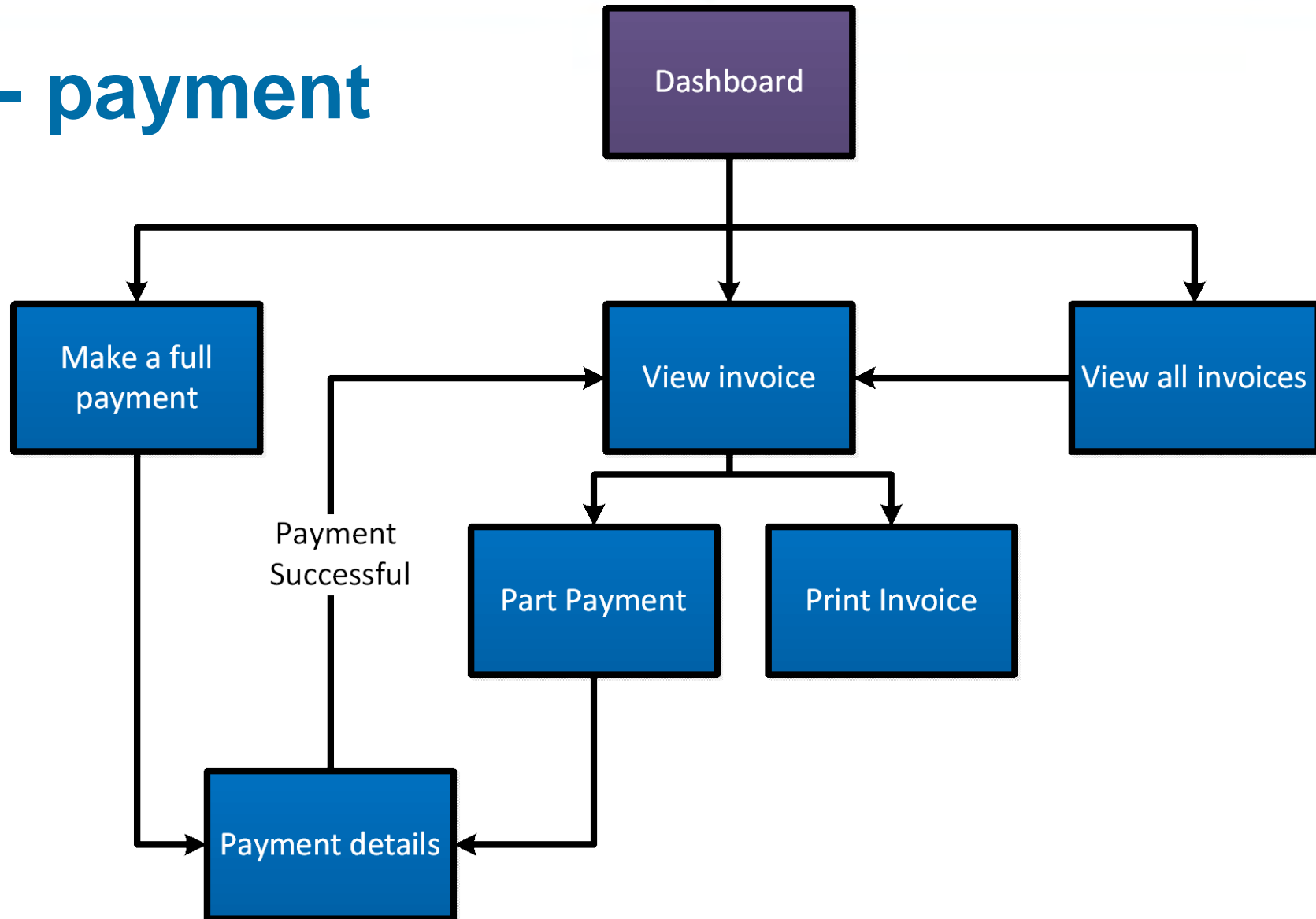
TGA Health Safety
Regulation

Our clients. Our focus.

TGA Business Services – financial role overview

- Overview – payment steps
- Client's personal view
- Site design
- Financial role specific information

Overview - payment steps



Client's personal view

An example of the view with all roles

1. The news feed is custom for each role
2. View my organisation
3. Drafters / Submitters see Work in Progress
4. Financial users see Invoices
5. All users see Interaction history

Welcome Philip Smyth

What would you like to do today?

Pharma Co Pty Ltd (PC0987278A)

ABN: 77 569 875 963
ACN: 569 875 963
Web: <http://www.pharma.au.com>

View my organisation

My finances: View all Invoices

My work: Work on drafts, View submissions

News panel

Business gateway to eBusiness Services
In early 2015, the TGA launched the first of a series of upgrades to its existing eBusiness Services.

System accessibility and compatibility
TGA is working to improve accessibility (including WCAG AA compliance) in future versions of the TGA eBusiness System (eBB).

Work in progress

Date	Identifier	Client reference	Information	Sponsor
21 December 2014	Mi-2013-LH-8956-Z	PC0987278A	Liquid Caps blister pack 30mg	Pharma Co
13 September 2014	dv-2014-mc-00267-1	PC0987278A	Night time Liquid Caps blister pack 30mg	Pharma Co
13 August 2014	dv-2014-mc-00267-1	PC0987278A	Day time Liquid Caps blister pack 30mg	Pharma Co
04 August 2014	dv-2014-mc-00267-1	PC0987278A	Cold buster 50 caplets	Pharma Co
01 August 2014	dv-2014-mc-00267-1	PC0987278A	Cold buster with vitamins 50 caplets	Pharma Co
23 July 2014	dv-2014-mc-00267-1	PC0987278A	Cold buster with vitamins 100 caplets	Pharma Co
18 July 2014	dv-2014-mc-00267-1	PC0987278A	Head clear MAX	Pharma Co
19 June 2014	dv-2014-mc-00267-1	PC0987278A	Head clear early stage gel	Pharma Co
03 June 2014	dv-2014-mc-00267-1	PC0987278A	Nutri-cream 50mg tube	Pharma Co
26 May 2014	dv-2014-mc-00267-1	PC0987278A	Medi-past nutritional gel	Pharma Co

Invoices

Date	Invoice	Invoice amount	Actions
18 October 2014	INV001A	\$800	Actions
20 October 2014	INV088-2014	\$1010	Actions
31 October 2014	INV101-2014	\$880	Actions
20 January 2015	INV596-2015	\$1530	Actions
21 December 2014	INV352-2014	\$1880	Actions

Interaction history

Date	Type	Description
17 November 2014	✉	Re: Application for new medical device
18 November 2014	☎	Called sponsor agency to discuss the application sent for processing
20 November 2014	📄	Review application for requested data
22 November 2014	✉	Email comms were down and Fax was sent requesting information

Financial dashboard

In a Financial role, the view will show:

1. The most recent Invoices
2. A link to View all invoices
3. Actions drop down menu, with links to:
 - make a payment
 - view an invoice

\$ Financials

Welcome Joe Smith

What would you like to do today?

Pharma Co Pty Ltd (64013)

Web: <http://www.example.com>

View my organisation

\$ My finances

View all invoices

News panel View more news

Smart Salary workshop, 2 Apr 17/02/2015
Smart Salary are conducting a salary packaging workshop at the Woden Campus on Thursday 2 April 2015. Date: Thursday 2 April Time(s): 9:00, 10:30, 12:...

Change of travel management company 17/02/2015
The TGA will be changing Travel Management Companies (TMC's) in the near future. Under a Whole of Australian Government arrangement, the Department of...

1 \$ Invoices View all invoices 2

Due date	Invoice	Invoice amount	Actions
30 April 2015	ANN010537	\$2,820.00	Pay invoice \$ View invoice
07 May 2015	ONL101100	\$870.00	

Interaction history

Date	Type	Description
02 April 2015	☎	Phone Call

View invoice

This screen allows you to:

1. View a tax invoice
2. Print a tax invoice
3. Enter in a full payment or part payment amount


Dashboard | Invoices | View Tax Invoice

2 [Print Invoice](#) [Return to invoices](#)

1 View tax invoice (ANN010537)

Due date: 30 April 2015

Invoice to

 Pharma Co Pty Ltd
02 9876 5646
office.admin@example.com

TGA Accounts Receivable
Phone (02) 6221 6900
Fax (02) 6232 8222
accountsrec@tga.gov.au
ABN: 40 939 406 804

3 Make a payment

Invoice amount \$2,820.00
Payment amount
\$ 2820.00

[Make a payment](#)

Description

Qty	ARTG No	Description	Unit Price	GST	Total
1	12345	Registered Medicines (Other than S4&S8) Annual Charge FLY SPRAY 100ml	\$940.00	\$0.00	\$940.00
1	12346	Registered Medicines (Other than S4&S8) Annual Charge SUN SCREEN SPPF 30+ PLUS INSECT BITE PROTECTION PL	\$940.00	\$0.00	\$940.00
1	123457	Registered Medicines (Other than S4&S8) Annual Charge SUNBLOCK	\$940.00	\$0.00	\$940.00

Subtotal \$2,820.00
GST \$0.00
Total \$2,820.00

Application fees are exempt from GST under Division 81 of A New Tax System (Goods & Services Tax) Act 1999.

Payment options

Please always quote your Client ID (64013) and Invoice Number (ANN010537)

View outstanding invoices

This screen shows:

- Unpaid invoices
- How many invoices are due

Dashboard > View Invoices Return to Dashboard

View invoices

Currently you have **2 items** for attention. ×

Outstanding Paid

Outstanding

Payments made within the previous 3 days may not be marked as paid in the portal. If you have any concerns about payments please [contact TGA](#).

10 records per page

Due date	Invoice	Invoice amount	
30 April 2015	ANN010537	\$2,820.00	Actions
07 May 2015	ONL101100	\$870.00	Actions

Showing 1 to 2 of 2 entries

Previous **1** Next

NOTE: Some invoices may take up to 1 business day to display in the portal. The above does not replace your full monthly outstanding Statement of Account as any unapplied payments or credit notes will not show in the portal. The invoices listed do not include SLS prefix invoices and is not a full representation of your account.

View paid invoices

You can search invoices by:

1. Search box

Or the following date filters:

2. Show me

- Last month
- Last 3 months
- Previous financial year

3. Custom Dates

- From and To

Dashboard > View Invoices [Return to Dashboard](#)

View invoices

Currently you have 2 items for attention. ×

Outstanding **Paid**

Paid

1 Payments made within the previous 3 days may not be marked as paid in the portal. If you have any concerns about payments please [contact TGA](#).

2 3 Date filters

3 **Custom date** × Clear date filters

From To

10 records per page

Paid date	Invoice	Invoice amount	
08 April 2015	ANN010538	\$2,820.00	View invoice
14 April 2015	INV135370	\$51,200.00	View invoice
15 April 2015	ANN010539	\$2,820.00	View invoice

Showing 1 to 3 of 3 entries

Previous **1** Next

NOTE: Some invoices may take up to 1 business day to display in the portal. The above does not replace your full monthly outstanding Statement of Account as any unapplied payments or credit notes will not show in the portal. The invoices listed do not include SLS prefix invoices and is not a full representation of your account.

Making a payment

When making a payment

1. The Amount, Invoice and Reference are all pre-populated.
2. You need to enter:
 - Credit card number
 - CCV
 - Expiry date

Dashboard > Invoices > View Tax Invoice > Make a payment [Return to Dashboard](#)

Make a payment

1

Amount: \$2,820.00
Invoice: ANN010537
Reference: 64013

Payment details

2

Credit card number CCV

Expiry
Expiry month Expiry year

The future

This is the first upgrade to the system
- more improvements are planned.

